



STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
DIVISION OF REGULATORY BOARDS
PRIVATE INVESTIGATION AND POLYGRAPH COMMISSION
500 JAMES ROBERTSON PARKWAY
NASHVILLE, TN 37243-1167
615.741.4827 FAX 615.532.2965
www.tn.govcommerce/boards/

ATTENTION ALL APPLICANTS

-Private Investigator and Private Investigation Company License-

Be advised, if you are applying for a Tennessee Private Investigation Company License and a Tennessee Private Investigator License at the same time, only one (1) set of prints is required.

ELECTRONIC FINGERPRINT *SUBMISSION*

Option (1): **L-1 Identity Solutions (Electronically scanned fingerprint submissions)**

L-1 Identity Solutions will charge **\$42.00** to scan and transmit your fingerprints to the TBI and FBI.

You can make an appointment with this electronic fingerprint scanning company. They (L-1 Identity Solutions) will transmit the applicant's fingerprints to the TBI & FBI for processing. *Approximate processing and reporting time = 5-10 days.*

Online Scheduling:

- www.L1enrollment.com
- Click on the Tennessee map.
- You will enter your applicant information as prompted online.
- Enter required information by selecting:
 - Agency Name: Commerce and Insurance
 - Applicant Type: Private Investigators
- And, entering the licensing agency ORI number, if required TN920130Z.

Call Center Scheduling: Available Monday-Friday, 8:30 A.M – 4:30 P.M. (Central)

- If you do not have access to the internet you may call 855-226-2937 (toll-free).
- Operators will collect required information and schedule your appointment.
- Be sure to have your licensing agency information and the correct ORI# when calling: TN920130Z.

You must bring approved identification documents with you to the appointment. ATTACH a copy of the receipt for electronic fingerprint submission to the application. **If you choose electronic submission, DO NOT SEND** the fingerprint cards or the **\$60.00** fingerprint processing fee with your application.

Option (2): **Out of state applicants.** We will continue processing your fingerprints by forwarding the fingerprint cards you send with your application to the TBI & FBI. *Current reporting time is 4-6 weeks*, prints rejected due to poor quality could extend processing time.

If you choose this method of fingerprint processing you must:

- Forward three (3) sets of classifiable fingerprint cards with your application, and;
- Forward the **\$60.00 non-refundable** fingerprint processing fee in addition to the application fee(s.)

Prints must be rolled nail to nail by a qualified technician on cards received from this office. All blocks must be completed in black ink and the cards must be signed by the applicant. Answer N/A if the question does not apply.